

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

CONFIDENTIAL**TO :** Chief, Intelligence School**DATE:** 18 June 1957**FROM :** Chief, Intelligence Faculty**SUBJECT:** Weekly Activities Report No. 25
12 June - 18 June 1957

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I. SIGNIFICANT ITEMS

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Nothing to report.

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II. OTHER ACTIVITIES

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A. Writing Workshop #14 started on Monday, 17 June, with the full quota of [] students. There are [] from the DD/P, [] from the DD/S, and [] from the DD/I.

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B. The eighth OO/C Refresher Course will begin on Monday, 24 June, with [] people from the field and [] from headquarters attending.

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C. [] are meeting with [] Tuesday afternoon, 18 June, to discuss the Intelligence Techniques Course and any features of it that might need changing or improvement.

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D. On Friday, 14 June, [] submitted to [] Editor/Intelligence Studies, a re-written and updated version of [] paper on intelligence research for consideration as an item to be published in the forthcoming series of Studies. Originally the paper was intended for the use of economic intelligence analysts in ORR; this last draft is directed to a more general view of intelligence research.

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E. [] is following up the FDD request (noted in Dr. [] survey of training needs of that Office) for a basic course in geography for junior personnel. An outline of the proposed new course, Intelligence Research (Maps) I - World Geography, will be discussed with FDD to determine if this would provide the desired training.

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F. [] has agreed to conduct two courses in Effective Writing, the first to begin 12 August and the second to begin in December. Each course will consist of 20 hours classroom instruction--two 2-hour sessions a week for 5 weeks.

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G. [] students started Reading Improvement Course No. 36 on Monday, 17 June. There are [] from the DD/I, [] from the DD/P, and [] from the DD/S. The class will meet one hour a day for seven weeks.

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H. The students who completed Reading Improvement Course No. 35, the second experimental $3\frac{1}{2}$ -week, two-hour-a-day course, showed excellent improvement. Like the students of the first experimental section, they favored the shorter duration course. A complete report will be made, when both sections have been retested, by the first of August.

III. PERSONNEL

[] attended the 25th reunion of his class at Princeton this past week end.

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